



STATE MINING AND GEOLOGY BOARD

Policy and Legislation Committee

Brian Baca, Chair; Erin Garner; Benjamin Licari; Kathy Lund

EXECUTIVE OFFICER'S REPORT



ARNOLD
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For Meeting Date: January 14, 2010

Agenda Item No. 3: Amendment to Administrative Procedures for Submittal of Documents to the State Mining and Geology Board.

INTRODUCTION: The State Mining and Geology Board (SMGB) requires interested persons to submit to the SMGB twelve (12) written copies of all comments, technical reports, and other material concerning any matters on their agenda at least fifteen (15) days prior to the hearing date. These written materials are subsequently provided to the SMGB along with the full agenda materials. In addition, persons submitting written comments and other materials should be present at the SMGB meeting and be available for questions. At the SMGB's Policy and Legislation Committee (Committee) meeting held on November 12, 2009, the SMGB directed the Executive Office to work with the SMGB's legal counsel in reviewing the SMGB's policy for the submittal of documents and information for items on its agenda, and developing draft language for the Committee's consideration.

DISCUSSION: The following draft language is offered for the SMGB's consideration:

The SMGB requests that all lengthy comments be submitted in writing in advance of the meeting date. To ensure that the SMGB has the opportunity to fully preview written material, comments should be received in the SMGB office located at 801 K Street, Sacramento, CA, 95814, no later than 5:00 P.M., 15 calendar days prior to the scheduled meeting date, and must identify the Agenda Item to which it relates. For written materials in excess of two pages, or that contains large maps, photos, foldouts, or other documents requiring special handling, please submit 12 copies. The SMGB will not reproduce these types of documents. Comments on Agenda Items will be accepted by electronic mail, and are subject to the same conditions set forth for other written submissions.

New submittals received after 15 calendar days prior to the scheduled meeting date will be demarcated as late, and may not be considered by the SMGB during the public hearing, or considered part of the administrative record for the SMGB's consideration. The SMGB would accept a one-page written summary of testimony, or final comments based on, and limited to, review of the SMGB's packet and/or Executive Officer's report, prior to or at the time of the public hearing. Such one-page summaries would be included as part of the administrative record before the SMGB. This policy does not apply to



Executive Officer's Report

quasijudicial proceedings (i.e., appeals, petitions, etc.) where administrative procedures for the submittal of documents are set forth in statute and regulation.

EXECUTIVE OFFICER’S RECOMMENDATIONS: It is the Executive Officer’s recommendation that the Committee recommend adoption of the language contained herein to the SMGB.

SUGGESTED MOTION LANGUAGE: The Executive Officer offers the following motion for the Policy and Legislation Committee’s consideration:

Motion – To recommend acceptance of proposed language:

Mr. Chairman, in light of the information before the Policy and Legislation Committee today, I move that the Committee recommend for adoption, the language contained herein, to the SMGB.

Respectfully submitted:

Stephen M. Testa
Executive Officer